

**Department of Codes & Regulations
License & Permits Division**

444 S 5th Street; Suite 200
Louisville KY 40202
(502) 574-3591 FAX (502) 574-5245

PEDDLER APPLICATION

STATEMENT OF INTENT TO HIRE/LEASE

_____, does hereby state its intent to
Company Name
lease/hire to _____
Name

Date

Signature of Company Agent

Agent's Title

↓ ALL PEDDLERS MUST HAVE THIS FORM COMPLETED ↓

**LOUISVILLE METRO REVENUE COMMISSION
STATEMENT OF ACCOUNT**

617 West Jefferson Street
LOUISVILLE, KENTUCKY 40202
Phone: 574-4900

Account Name _____

Account Number _____

Date

Authorized by

AFTER HAVING ABOVE INFORMATION COMPLETED, THE APPLICANT SHOULD BRING THIS FORM ALONG WITH OTHER
NEEDED ITEMS TO THE DEPARTMENT OF CODES AND REGULATIONS, LICENSE & PERMITS DIVISION.

Rev. 2/1/2016

DEPARTMENT OF CODES & REGULATIONS
License & Permits Division

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PEDDLER APPLICATION

Name of Applicant _____

Permanent Address _____
Address

City _____ State _____ Zip _____

Permanent Telephone # _____

Temporary Address: _____
Address

City _____ State _____ Zip _____

Local Telephone # _____

Date of Birth _____ Place of Birth _____

If you are not a citizen of the United States Work Authorization ID # _____

SSN# or Other Government Issued ID # _____

Height _____ Weight _____ Sex _____ Race _____

Color of Hair _____ Color of Eyes _____

Metro Revenue Commission Number _____

COMPANY INFORMATION

Company Name _____

Address _____

Telephone Number _____

Kentucky Corporation # _____

Louisville Metro Revenue Commission # _____

Type of Merchandise or Service Offered for Sale _____

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Steps for obtaining a Peddler/Door-to-Door ID

1. COMPLETED application.
2. The “Intent to Hire” from the Company applicant will be employed by.
3. Application fee of \$25.00 per year **(April 1 through March 31)**. Application may be made at any time during the year, however the fee is not pro-rated.
4. Proof of registration with the Louisville Metro Revenue Commission, if company does not withhold taxes.

Louisville Metro Revenue Commission
617 West Jefferson Street
Louisville, KY 40202
(502) 574-4900

5. Applicant must provide a government issued ID that shows proof of age.
6. Applicant must provide company information, including corporate name, business name and Louisville Metro Revenue Commission number issued to the company.

RULES, REGULATIONS AND TERMS OF
LMCO 115.350 – 115.368 AND 115.999 (K)

PEDDLER/DOOR-TO-DOOR RULES AND REGULATIONS

The application shall be made at least five (5) business days before the license is required in order to process the application and accompanying documents.

Reasons for Denial

1. Applications not complete will be returned to the applicant.
2. Applications found to contain false information
3. If you have been convicted, within the past 10 years, of a felony or of trespassing or any offense against the person or property of another under the laws of the Commonwealth of Kentucky or any other State or Federal law of the United States,
4. The department will notify the applicant in writing of the decision to issue or deny the permit and, if denied, the reason for denial with process for appealing the denial.

Peddling Hours/Posted Property

1. Door to Door peddling may be conducted between the hours of 9:00 a.m. to ½ hour before sundown as published in the Louisville Courier Journal newspaper daily or 8:00 p.m. which ever comes first.
2. No business shall be conducted on Sunday or on any local, State or National Holiday.
3. It shall be unlawful for any peddler to enter upon any private premises when the same are posted with a sign stating "No Peddlers Allowed" or "No Solicitations Allowed" or other words to such effect.

Identification

A copy of the peddler permit issued by the city must be carried by each person peddling. Each peddler must also have a name tag visible at all times which includes their name and the name of the business for which they are peddling and contact information.

Penalty

Any person who violates any of the provisions of §§115.350 through 115.356 shall be fined not less than \$100 nor more than \$500 or imprisoned not more than 30 days, or both for each offense. Each activity in violation shall be considered a separate offense

